

## EXECUTIVE SECRETARIAT

## Routing Slip

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SUSPENSE		26 April Date			

## Remarks:

Please clear draft with DCI (through this office) before forwarding to State.

*[Signature]*  
Executive Secretary

15 Apr 82

Date

3537 (10-81)

NSC Review Completed as Redacted.

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NATIONAL SECURITY COUNCIL  
WASHINGTON, D.C. 20506

#2502

Executive Secretary

82-2492/6

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April 14, 1982

MEMORANDUM FOR Nancy Bearg Dyke  
Assistant to the Vice President  
for National Security Affairs

L. Paul Bremer III  
Executive Secretary  
Department of State

David Pickford  
Executive Secretary  
Department of Treasury

Robert P. Meehan  
Assistant for Interagency Matters  
Office of the Secretary of Defense

Raymond Lett  
Executive Assistant to the Secretary  
Department of Agriculture

Jean Jones  
Director, Executive Secretariat  
Department of Commerce

William V. Vitale  
Director, Office of the Executive Secretariat  
Department of Energy

William Schneider  
Associate Director for National Security and  
International Affairs  
Office of Management and Budget

Thomas B. Cormack, Executive Secretary  
Central Intelligence Agency

Dennis Whitfield  
Executive Assistant to the USTR

Roger Porter, Special Assistant to the  
President for Policy Development

James Burnham, Special Assistant to the  
Chairman, Council of Economic Advisers

Charles F. Stebbins, Executive Assistant to  
the Chairman, Joint Chiefs of Staff

SUBJECT: Versailles Summit: Briefing Materials for  
President's Trip to France, June 4-6, 1982

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Review 4/13/88

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STATE LIAISON: Marshall Casse, E, Room 7250 NS,  
632-1089

NSC LIAISON: Henry Nau, Rm. 392, OEOB, 395-6961

S/S-S ACTION  
OFFICER: Tom White, Room 7241 NS, 632-8062

The President will participate in the Summit meeting of industrialized countries to be held June 4-6, 1982, at Versailles, France. This memorandum assigns responsibility for the preparation of briefing materials to be included in the President's briefing book for the Summit.

The guiding principles for all Summit briefing material are brevity, clarity and, most important, relevance to the issues and level of the meeting. Drafters should be particularly careful to identify issues which the President's colleagues may raise and to provide appropriate responses. Drafters should also seek to insure that the President is informed of the economic and political constraints influencing his colleagues' positions on issues to be raised at the Summit.

Papers should be prepared on 8 1/2" by 11" plain white bond paper using IBM Courier 72 typeface or its equivalent and observing the sample formats attached. They must be letter perfect. Drafting and clearing information for each paper should be provided on a separate sheet. Overview papers should not exceed three pages. Key issue papers should be as concise as possible and should not exceed one page. Bilateral issues papers and country background papers should not exceed two pages in length.

Mr. Marshall Casse, Room 7250, State Department, T.N. 632-1089, as the point of contact for the Department of State, will receive all briefing materials from drafting agencies. Drafting agencies will obtain all appropriate interagency clearances before submission of papers to Mr. Casse. Clearances should be at the Deputy Assistant Secretary level or higher. The State Department Executive Secretariat (S/S-S, Mr. Tom White, T.N. 632-8062) will assemble the briefing books.

The following timetable has been established for preparation of briefing materials:

April 22: Deadline for circulation of drafts among agencies.

April 27: First cleared drafts of all papers due at State (Marshall Casse).

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- May 17: Final papers due at State (Marshall Casse).  
Draft briefing books submitted to NSC  
(Henry Nau, 395-6961) for circulation to  
Cabinet and White House offices for comment.
- May 19: Senior WH Group Review of Briefing Books.
- May 24: Final briefing books delivered to White House.

The following table of contents designates drafting responsibilities for the Versailles papers. Where two or more agencies are shown as co-drafting, the agency listed first has responsibility for obtaining appropriate interagency clearances and for final delivery of the paper to State.

*Michael O. Wheeler*

Michael O. Wheeler  
Staff Secretary

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VERSAILLES SUMMIT  
President's Briefing Book

TABLE OF CONTENTS

- I. SCOPE PAPER - will contain the President's objectives in priority order, the substantive setting for the objectives of other participants and US strategy to achieve our objectives.

Length: 4-5 pages      Drafter: NSC/State

- II. ANNOTATED SCENARIO - the "script" for the entire Summit from Versailles arrival to Versailles departure; listing each event with bullets indicating the participants, subject matter and objectives for each event; cross-referenced with the rest of the briefing book.

Length: As required      Drafter: NSC/State

- III. OVERVIEW AND KEY ISSUES PAPERS - Economic Topics

An Overview paper will be prepared for each major substantive topic to be covered in Summit plenary sessions. It will contain U.S. objectives, essential background and analysis, other country positions, and a checklist of key issues.

Length: 3 pages      Drafters: See assignments indicated below

Key issues papers, in "point/counterpoint" style, will be prepared on all key issues raised in the "Interview" paper and selected other topics as required by the Summit agenda.

Length: 1 page      Drafters: See assignments indicated below  
                 maximum

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Drafting AgenciesA. Overview Paper: Macroeconomics and International Monetary Issues (Treasury/CEA)

## Key Issues Papers:

-- Interest Rates/Budget Deficits	Treasury
-- Exchange Rate Policy	Treasury
-- Economic Policy Coordination	Treasury
-- U.S. Economic Situation	CEA
-- Econ. Impact of Oil Price Decline	CEA/CIA

B. Overview Paper: Trade and Investment (USTR)

## Key Issues Papers:

-- GATT Ministerial	USTR
-- Trade in Services	USTR
-- Investment	Treasury/State/USTR
-- NTBS, Subsidies, etc.	USTR
-- Sectoral Issues--Steel	Commerce
--Agriculture	Agriculture
-- Reciprocity	USTR
-- US/Japan Trade Issues	USTR
-- Trade in High Technology	Commerce/USTR

C. Overview Paper: East/West Economic Issues (State/NSC)

## Key Issues Papers:

-- COCOM/Strategic Trade	State/Commerce/Defense
-- Financial Issues	
- Volume of Debt	State (Buckley Group)
- Subsidies	State (Buckley Group)
-- Countertrade	Commerce
-- E/W Trade Composition	State
-- Yamal Pipeline	State
-- Energy Alternatives to Yamal Pipeline	Defense

D. Overview Paper: North/South Issues (State/NSC)

## Key Issues Papers:

-- Global Negotiation	State/NSC
-- Global Growth Conference	Treasury
-- MDB Issues--US Contributions	Treasury
--Energy Affiliate	Treasury
-- Caribbean Basin Initiative	USTR
-- Multilateral Food Corps	AID
-- LDC Economic Outlook	Treasury/CIA
-- Population	State

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Drafting Agencies

## E. Overview Paper: Energy (State)

## Key Issues Papers:

-- Energy Security	NSC
-- European Energy Supplies	CIA
-- U.S. Supply Developments	DOE
-- Surge/Stockpiling	State/DOE
-- Price Trends/Outlook	DOE
-- Natural Gas - Pricing and Supplies	DOE
-- Nuclear Energy	DOE
-- Coal	DOE

F. Overview Papers: Technology (State/NSC/Commerce)

## Key Issues Papers:

-- High-Technology Trade Issues	USTR
-- UN Code on Technology Transfer	State
-- Paris Convention	State
-- R&D Investment	Commerce
-- International Aspects of High Technology	Commerce

IV. OVERVIEW AND KEY ISSUES PAPERS - Political TopicsOverview Papers: Political Topics (State)

## Key Issues Papers:

## A. (East/West Issues)

-- Soviet Union	State
-- Poland	State
-- Arms Control: INF/START	State
-- (Preliminary to NATO Summit)	State
-- Afghanistan (contingency)	State

## B. (Regional Issues)

-- Middle East	State
-- Lebanon (contingency)	State
-- Central America/Caribbean including CBI	State
-- Southern Africa	State
-- China (contingency)	State
-- Southeast Asia (contingency)	State

## C. (Other Issues)

-- Law of the Sea	State
-- Terrorism	State
-- Nuclear Non-Proliferation	State

\*V. BILATERAL PAPERS

A. Issues Papers - will contain major issues between the US and each Summit country, including topics other heads of state may raise with the President.

Length: 2 pages                      Drafter: State  
   per country

B. Background Papers - two papers on each country--one economic, one political--provide information on the country pertinent to issues likely to be raised at the Summit. Papers should describe major domestic economic and political constraints on policy, and provide a critique of economic policy in the country.

Length: 1 page                      Drafters:  
   per paper                      Economic Paper - Treasury/CIA  
                        Political Paper - State/CIA

VI. TEXTS/TALKING POINTS FOR MAJOR STATEMENTS

A. Presidential Statements:

First Dinner                                      State/NSC

Opening Plenary                                      NSC, with input from  
   Treasury, CEA, and  
   State

Closing Press Conference                                      State

B. Summit Documents:

Draft Communique                                      NSC/State  
   with USG critique

Michael O. Wheeler  
Staff Secretary

Attachments:

1. Overview Guidance
2. Key Issues Guidance
3. Bilateral Issues Guidance
4. Country Background Guidance



Format: Overview Paper (3 pages)

OVERVIEW: SUBJECT (ALL CAPS)

I. U.S. OBJECTIVES AND INITIATIVES

Principal U.S. Objective

The top priority U.S. objective in the subject area, may be expanded to two items if essential.

Supplementary Objectives

Other objectives suitable for Presidential attention and possible Summit discussion, may include more specific objectives designed to reinforce the principal objective.

Initiatives

Specific proposals initiated by the U.S. for which Summit action is sought.

II. BACKGROUND AND PRE-SUMMIT PREPARATION

A brief section indicating the "state of play" on this subject, both in the Summit Preparatory process and in relevant international forums, including the positions taken by the U.S.

III. OTHER COUNTRY OBJECTIVES AND STANCE ON U.S. OBJECTIVES

Section indicating objectives of other countries at Summit with brief comment on rationale for country's position, e.g., domestic constraints, traditional policy, unique features, and likely line-up of countries on issues.

IV. DISCUSSION OF OBJECTIVES

For each objective, provide brief elaboration of the objective, if necessary, and talking points in bullet form.

Format: Key Issues Paper (1 page)

TITLE, CENTERED (ALL CAPS)

I. ISSUE

Describe the issue succinctly and briefly state the choices involved.

II. ESSENTIAL FACTS

Provide relevant facts, including significant country positions associated with the choices stated above. In a second paragraph, state the rationale for U.S. position.

III. TALKING POINTS

State in Point-Counterpoint format, i.e. the point which the foreign head of state may make followed by the U.S. response, or the U.S. point followed by likely foreign retort. Use bullet form, but not overly cryptic.

A sample Point-Counterpoint appears below:

Criticism : The U.S. auto agreement with Japan restrains Japanese exports to the U.S. at the expense of other industrialized trading partners.

Response:

-- Japan assured us, and other governments, that it will not offset restraint to the U.S. with a surge in Europe.

-- Japan's share of many European markets is only 8%, and already severely limited in key countries. Japan has 21% of U.S. market.

Format Guidance for  
Bilateral Issues Paper (2 pages)

BILATERAL ISSUES : COUNTRY (USE ALL CAPS)

I. STATE OF RELATIONS

Briefly describe the overall state of bilateral relations from the perspective of the U.S. and of the subject country. Be brief.

II. KEY ISSUES

Describe the leading issues between the U.S. and the subject country, one issue per paragraph. Underline the key words of the issue in the lead sentence of each paragraph. The last sentence of each paragraph should lay out the President's approach to the issue in conversation with his foreign colleague, as in the following example. It will be important to hear Adenauer's views out sympathetically in view of his political situation, but to avoid promises of support in the OAU and to avoid AID commitments to the Krupp steel project.

One issue per paragraph; each paragraph to end with guidance on how to address the issue in conversation.

Format : Country Background Paper - (2 pages)

POLITICAL BACKGROUND : COUNTRY (ALL CAPS) or  
ECONOMIC BACKGROUND : COUNTRY (ALL CAPS)

NOTE: These papers must concentrate on factors in the country situation which are relevant to the objectives, issues and level of the Summit. In particular, they should give insights into the political/economic/social pressures, and policy philosophy, which lie behind positions the Head of State will take at Versailles.

#### I. OVERVIEW

Brief statement of the essential factors in the political (economic situation in the subject country, bearing on the Versailles Summit.

#### II. POLICY PROBLEMS AND CONSTRAINTS

Cogent statement of the domestic problems and domestic pressures facing the Head of State which may influence his approach to the plenary meetings and bilaterals. Include U.S. critique of subject country policies where appropriate.